



# Person Specification – House Captain Post 2020/21

## Expectations of the Post

In addition to the expectations of the prefect role, each house will vote for at least 4 house captains who will be given the following duties:

- Support your house teams
- Support the teacher in charge
- Be a role model and must set a good example for all pupils

<b>Support your house teams</b>	<ul style="list-style-type: none"><li>• Organising your teams and giving players plenty of warning.</li><li>• Being understanding with all pupils of all abilities.</li><li>• Supporting your team in a positive and encouraging way.</li><li>• Working closely with your other House captains to ensure the work load is shared and the activities go ahead</li><li>• Arrange house assemblies and work closely with the DHT for your house.</li></ul>
<b>Support the teacher in charge</b>	<ul style="list-style-type: none"><li>• Being a linesman or referee and making fair, strong decisions</li><li>• Maintaining a supportive atmosphere at the activities.</li><li>• Controlling crowd behaviour</li><li>• Arrive at the venue early and be prepared with any equipment that will be needed e.g. Bibs, Ball, racquets etc</li></ul>
<b>Be a role model and must set a good example for all pupils</b>	<ul style="list-style-type: none"><li>• You must set an example for pupils during house events and around the school.</li></ul>

## Desired Criteria for the Post

<b>Experience</b>	<ul style="list-style-type: none"><li>- Active participation in clubs, extra curricular activities, etc</li><li>- It would be an advantage if candidates could demonstrate participation in, school/community events, sports clubs/and any other positions of responsibility in and out of school</li><li>- Knowledge gained from work experience, employment, volunteering</li></ul>
<b>Skills + Qualities</b>	<ul style="list-style-type: none"><li>- Communicate effectively</li><li>- Excellent time keeping skills</li><li>- Interpersonal skills, ability to lead younger students in a calm and professional manner</li><li>- Organisational skills</li><li>- Ability to take initiative</li><li>- Positive caring approach, a commitment to young people</li><li>- Excellent attendance and punctuality</li><li>- Positively promote Balfron High School at all times</li></ul>

## **The Selection process**

### **1 Application form:**

- Your application form should be sent to your PT home area
- The form will be considered by Mr Perman, Mr Macquarrie and the Depute Head Teacher of your house - those prefects who meet the criteria will be invited to interview.

### **2 Interview:**

- Successful candidates will be invited for interview.
- You will be interviewed by the Depute Head Teacher (with the responsibility for your house), Mr Perman and Mr Macquarrie

*Please contact Mrs Patrick with any questions.*